

MTO Operations Plan Ottawa February 17, 2022

Background:

As part of a coordinated multi-agency initiative to remove protestors and vehicles impeding access to critical services around Parliament Hill in Ottawa. MTO officers will assist police with as subject matter experts with respect to the operation and movement of commercial motor vehicles and direct support to towing operations. Part of these responsibilities will include recording information about vehicles towed and complete tracking forms to process warnings and/or suspensions of driver, vehicle, or CVOR permits as authorized through emergency orders. Towed vehicles may include CVOR, non CVOR commercial vehicles and passenger vehicles.

MTO will assist police where needed as subject matter experts and operational support for logistics related to:

- Towing
- Directing traffic
- Closing roads

Reporting locations:

- Parliament Hill Team at Rally Point February 18, 07:00 at the RCMP GHQ 73 Leikin Drive, Ottawa, Building M5 then TBD for shift changes as needed.
- Traffic Direction Team at assigned highway exits.
- Tow Reception Team at Conroy Snow Dump at 3100 Conroy Rd. Ottawa
- Alternate site: MTO Ottawa Enforcement Office at 3091 Albion Rd North Unit #2

Facilities:

Officers will generally work from their vehicles; however, The MTO Enforcement Office at 3091 Albion Rd North Unit #2 will be made available to officers for logistical support with wash facilities and equipment.

Traffic Direction:

MTO officers will assist at road closures as directed by OPP including the following exits from Hwy 417:

Eastbound at Rochester, Kent, Metcalfe, and Nicholas

Westbound at Bronson, Metcalfe, Nicholas, and Vanier Parkway

Towing operations at Parliament Hill:

Vehicles will be picked up by tow operators at the direction of police in zones that have already been cleared.

- Maintain 4 MTO officers during day shifts and 2 for nights in the cleared zone to assist police as needed with towing logistics until requested to stand down by OPP. Extra officers can be rotated in as needed to provide relief.
- During towing operations, be on the lookout for obvious safety issues e.g. flat tires, insecure loads, dangerous goods etc. that need to be addressed to be towed safely.
- OPP will communicate with MTO officers through MTO talk group 2OTTOP or as otherwise directed. MTO's OPP contact and towing lead is Sgt. Kirk Richardson.
- The initial Rally Point February 18, 07:00 at the RCMP GHQ 73 Leikin Drive, Ottawa, Building M5 then TBD for shift changes as needed.

Receiving towed vehicles:

- Vehicles will be towed to **Conroy Snow Dump** at 3100 Conroy Rd. Ottawa and/or alternate site(s) if required.
- MTO enforcement officers will maintain a presence for the duration of operation to receive vehicles. (Facilities may be available but officers should be prepared to work from their vehicles).
 - Where possible, maintain 5 MTO officers during day shifts starting at 07:00 February 18, 2022 and 2 officers for night shifts to maintain around the clock coverage during the height of the operation or until directed otherwise
 - Potential to reduce the number of officers at direction of Incident Command (IC) until directed to stand down.
- Officers on site will relieve each other as needed during the shifts. Shifts may be extended on an as needed basis.
- Police should be on scene for security/traffic management.
 - MTO officers may assist with traffic direction to park vehicles with the goal to maintain enough room for the vehicles to exit in any order, and provide guidance based on familiarity with commercial motor vehicle movements etc.
 - The situation will be fluid. If too many vehicles arrive for the site to handle with appropriate spacing, an alternate storage site may need to be selected at the direction of police, and/or
 - Vehicles may need to be more tightly packed as a last resort.

- Upon entry of a towed vehicle, obtain the tow record from the escort officer(s) with chain of custody information.
- Complete the “Receiving officer” information section and note any additional R/O, Operator/identifying information details available (e.g. DOT#/CVOR/make/model/colour/name on vehicle etc.) to assist with identifying the owner and operator.
 - Confirm VIN#s where possible in-case plates have been switched.
- Complete the MTO Officer Emergency Order Form with all available details to initiate either a warning or suspension of plates or CVOR as applicable for CVOR class vehicles. Warnings will be the default action unless identified by police that a suspension is requested. The form is also to be used to request plate suspensions of passenger vehicles if required.
- Should a suspension be requested, confirm if the request is to suspend the plates and/or CVOR.
 - Do not remove the plates from the vehicle unless specifically requested.
This is to facilitate removal from the holding site when the time comes.
- Most vehicles are not expected to receive suspensions and vehicles may be picked up at anytime unless suspended. MTO officers are not expected to enforce suspensions related to the protest vehicles being picked up from the storage site. Notify police on site if this is suspected occurs
 - Take note of the occurrence and notify police on scene.

This situation will remain fluid throughout and plans may need to be adapted. Consideration should always be given to the specific circumstances of interactions, with an emphasis on officer safety. Officers are reminded they may disengage at any time and should work within the scope of their assigned duties. If there are any safety issues or concerns with the scope of the work, contact your supervisor or manager as soon as possible for further direction.